

GREENHOUSE GAS EMISSIONS REDUCTION FUND
Quarter 4 Progress Report – DRED/LRCC
May 1 - July 31, 2010 (FY10)

1. Program Title:

Expanded Energy Efficiency and Renewable Energy Program
(BPI Building Analyst, Energy Auditor Training Program Development and Delivery: Lakes Region Community College (LRCC), Laconia, NH and Program Management NH Department of Resources and Economic Development (DRED))

2. Program Types:

1. Energy audits;
2. Weatherization of NH residential housing stock;
3. Energy efficiency work force training and development;
7. Compliance efforts;
8. Improve the electric and thermal energy efficiency of existing residences;
9. Programs to foster the retrofitting of highly efficient and affordable housing;
10. Education, outreach and information programs that promote energy efficiency and conservation to reduce greenhouse gas emissions generated within NH.

3. Summary of work completed during this reporting period May 1 - July 31, 2010, FY10 Q4 Reference Activities Under Exhibit A, Page 2, Timeline

Specifically, LRCC accomplished the following to achieve the program goals set forth in the cooperative proposal:

1) Work with DRED to craft outreach activities, with reliance on web pages as the primary method of outreach to increase the number of participants in the Energy Auditor Training Program.

LRCC has collaborated with DRED to develop a joint marketing campaign including purchased media in select regional radio and newspapers. Press releases have been done in statewide and regional press outlets. LRCC and DRED have also created promotional programs on their respective web pages. (See attached samples of one page flyers and newspaper ads.) Campaign development 100% complete. Promotional advertising is ongoing by region.

2) Solidify a Memorandum of Agreement between DRED and LRCC.

MOU 100% complete.

3) Market the new contractor-training program in Building Analysis (BA) by offering scholarships sponsored via the PUC grant funds that will pay 50% of course tuition for students accepted into the program, as well as initial equipment costs.

The scholarship opportunity is promoted in all print media, through letters to Workforce Development and Employment Security Outlets throughout the state. Marketing has also

been done through a number of professional organizations such as the Home Builders Association, State Utilities, Community College campuses where training is to be conducted, and Civic Organizations.

The scholarship campaign is 100% developed and marketing and ongoing as sections are offered.

Thirtythree (33) Scholarships were awarded during this quarter. They were awarded for a training sessions in Lebanon, Portsmouth, and Nashua.

4) DRED oversaw the contract for the training at LRCC. LRCC performed the following:

a) Establish Learning Centers at five Community Colleges in NH (or other location favorable to demographics) with LRCC as the hub site that contracts with other colleges in the system.

Along with its home campus in Laconia, LRCC has established training sites at our sister campuses in Berlin, Pease, Lebanon, Nashua, and Claremont. We are also offered training at the Society for Protection of New Hampshire Forests in Concord.

Activity 100% complete

b) Apply for Building Performance Institute providership status.

LRCC has secured an affiliation relationship with BPI and has completed the faculty certification process for our Instructor and multiple field proctors.

Affiliation has been renewed via college resources for fy11.

Activity 100% complete.

c) Acquire and adapt curriculum, hire and train staff on selected BA curriculum, and develop a “train the trainer” model to increase the instructor pool across New Hampshire.

LRCC has purchased the nationally recognized NYSERDA Building Analyst Curriculum and our Instructor has reviewed and updated the curriculum for New Hampshire specific application.

Activity 100% complete

d) Establish internship sites for newly trained workers and, where applicable, coordinate student shadowing of GDS Associate experts when conducting expanded energy audits.

The activity of BPI Certified students job shadowing weatherization firms, while they conduct home energy audits, has been begun on a limited basis. A more structured job shadowing will be developed in future months.

e) **Recruit and train building analysts.**

Thirty four (33) students were trained during this quarter.

Sessions Completed

Location	#Students	#Written Test	#Field Test	#BPI Certified*
Lebanon**				
6/11/10	13	14	14	Results Not Yet Available
Portsmouth				
6/21/10	8	6	6	
Nashua				
7/9/10	12	12	16	

*BPI Certification # based on BPI's reporting of the #s that passed the field test.

** Students attending the Lebanon Building Analyst class also took BPI's Envelope Professional class and tests.

LRCC has conducted student evaluations and focus group activities for program assessment and improvement.

Status 100% complete for this quarter. Other sessions are scheduled for FY11, Qtr.1.

f) **Market Energy Auditor Training Program state wide, and coordinate marketing efforts with DRED.** In publicizing events, the LRCC included the NH Division of Economic Development logo as a "sponsoring partner." GHGREF has also been acknowledged as the "funding partner".

Ongoing activity with Marketing Principals from DRED and LRCC. 100% complete for this quarter.

g) **Monitor the newly trained workforce through employers.**

h) **Collect data** Activity in process.

i) **Meet quarterly with DRED to provide updates on graduate success, program status and impact on the energy community.**

Communication is ongoing between LRCC Program Coordinator and DRED.

j) **Obtain permission from students to use generalized information for the purposes of planning, case studies, program promotion, and reporting.**

Completed at the beginning of each cycle. 100% complete for cycle.

k) **Benefits to Low Income residents.** (None at this time.)

l) Problems or delays. (Noted under Obstacles listed below.)

m) Deviation from work plan. (None at this time.)

**4. Summarize work to be completed next quarter: August 1- October 30, 2010
DRED/LRCC activities for the Third Quarter include;**

- a. Renew NYSERDA curriculum license.
- b. Update curriculum as needed to integrate new NYSERDA, BPI, and New Hampshire specific information updates.
- c. Assess marketing program and implement expanded target marketing in regional media to support training schedule
- d. Support training facilities.
- e. Deliver the Building Analyst program in Concord, Plymouth, and the LRCC home campus. The Plymouth class will also include BPI's Envelope Professional.
- f. Conduct student evaluations and focus group activities for program assessment and improvement

5. Please document any jobs created.

As stated in the prior report, two (2) contracted positions were created in support of this activity. They were a Program Coordinator and an Adjunct Faculty Position. Please see Alumni Survey data collected by Andy Duncan presented in the Appendix.

6. Explain any obstacles encountered or any milestones not reached.

The program marketing plan is a work in progress and a review on marketing possibilities is ongoing.

Student data collection will to be improved in order to collect more exit information and job attainment and retention data. This will be a priority for the program coordinator.

7. Beyond Contract.

During this 4th Qtr the Lebanon class was expanded to respond to the demand for BPI's Envelope Professional training and testing. This addition gave 13 students the opportunity to prepare for a second certification. This double class will be offered in Plymouth this fall.

8. Marketing Material Samples.

Energy Auditor Program Flyer, LRCC Energy Auditor Program web page, and examples of press releases have been submitted with the 1st Qtr's report.

9. Budget vs. Actual Expenditures

To be included with invoicing.